



Minutes of RMGC Board of Management Meeting held on Tuesday 19th May 2020 at 2pm.

Board Members Present

Paul Stoner (PS)	Chairman
Victor Satariano (VS)	Vice Chairman
Beverley Hall (BH)	Member
Vincent Portelli (VP)	Treasurer
Victor Denaro (VD)	Member
Chris Stahl (CS)	Secretary

In Attendance

Phil Luxon (PL)	General Manager
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By Invitation

Richard Waterhouse	Club Vice Captain
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Introduction

This meeting was held on the Clubhouse terrace by special arrangement with social distancing strictly enforced. Richard Waterhouse was invited to attend so that he can be prepared before officially joining the BOM as the new Club Captain.

Item 1 – Previous Minutes

The Minutes of the Ad Hoc Board Meeting held on 21st April 2020 had been circulated in advance. There being no changes, they were signed by the Chairman and will be placed on the Club noticeboard for Members' information once the clubhouse opens on Friday 22nd May. A copy will be uploaded on the RMGC website in the secure management folder for those unable or unwilling to come to the Club at this time and in the longer term as reference for improved transparency.

Item 2 - Postponement of AGMs

CS is drafting a Bye-Law to appoint Richard Waterhouse and Rebecca Howes as Club and Lady Captains on an Acting basis with effect from 1st June 2020 - these are interim appointments until approved by Members when AGMs can be held. The current Club and Lady Captains will be thanked for their contributions to the Club during their terms of office. The Club Captain will be afforded the opportunity at the AGM to present his end of term report.

As it is not possible to hold elections to the BOM, BH and VP will remain in office until they retire in rotation at the AGM.

Item 3 – Rules for Social Golf when Course opens

There was a lengthy discussion on the draft rules produced by BH for when the Course opens on Friday 22nd May. The BRS Booking system will be opened from noon on Wednesday 20th May. Clear booking instructions have been prepared by Nigel Hall and will be strictly enforced. Phase 1 Rules will be circulated to all members on 20/5/20. It will be made very clear that social distancing in the clubhouse and on the golf course are the responsibility of individual members.

Item 4 – Finances and Membership

The club's finances have received a significant setback in that, with zero tourism, the club would be losing revenue streams of circa €25,000 a month. Sponsorships have also been withdrawn and obviously with the club shut there has been no new membership recruitment which is essential annually to replace the year end leavers. With the prospects of tourists from our legacy markets looking remote, the club is going to struggle to make ends meet until year end at least. A focused and motivated membership recruitment campaign is essential. Cash management will be critical as we move forward and all capital and maintenance expenses across the board will be checked and rechecked for necessity. Meanwhile the Club was pleased to receive a grant from the Government so that critical staff could be furloughed and kept in employment.

PS provided a summary of current membership statistics. There are 453 Full Members in all categories and a total membership including Juniors of 569.

Item 5 – Forecast for 2020.

Postponed. Although various fiscal models are being considered, much depends on when and how Government relaxes the current measures, especially tourism, and ultimately what appetite a tourist has to come and play golf again.

Item 6 – Status of Course

PL reported on satisfactory progress with Course maintenance given limited greenkeeping resources. The irrigation system has been totally renewed after many years of neglect. Regular maintenance will become more difficult with players on the Course when it reopens. Players will be asked to help by giving way where possible to staff mowing and working on Course. BOM to consider shutting Course for essential maintenance every Monday morning in the Summer.

Item 7 – Actions Outstanding from March Minutes

The Action List from Board Meeting on 3/3/20 was circulated in advance. It has been updated and is attached; the following actions have been discharged:

- Members advised on constraints and quarantine requirements resulting from Covid-19.
- MFA Handover completed and all fees paid.
- New door fitted in upstairs kitchen as fire escape.
- Draft Health & Safety Policy #23 reviewed and edited by CS. Missing information to be provided prior to BOM approval.

Item 8 - Any Other Business

Draft Data Protection & CCTV Policy #24 reviewed and edited by CS. Missing information to be provided prior to BOM approval.

Meeting closed at 1530.

Chris Stahl
Secretary BOM

Approved: _____
Paul Stoner
Chairman

Action Points for GM

<u>Action No</u>	<u>Actions Outstanding</u>	<u>Input/Support</u>
1.	Produce Business Plan, BOM & Risk Assessment for new Greens, Tees and Course Layout.	PS
2.	Prepare Bill of Materials for contractors based on Architect's detailed design.	
3.	Circulate Scott MacPherson's final course design	
4.	Prepare for Special EGM for members to approve development of New Greens & Course Layout	PS
5.	Upgrade Irrigation System software and decoders	
6.	Consider changing policy on annual over-seeding	
7.	Develop Business Forecast for 2020 based on different fiscal models	PS
8.	Move Management Accounting from Camilleri Spiteri to Accounts Clerk	
9.	Establish Performance Measures for Office and Contractors	PS
10.	Finance Committee to review Policy #11 – Management of Captain's Committee Funds	VP/PS
11.	Prepare promotional membership offer for Gaming Companies	
12.	Sponsorship Policy #13 to be updated	BH
13.	Produce Calendar and Budget for improved major Social Events in 2020.	BH/PS
14.	Update Draft Health & Safety Policy#23 prior to BOM approval	
15.	Update Draft Data Protection & CCTV Policy#24 prior to BOM approval	
16.	Advise Members that Policy #10 (Guest Vouchers) will be withdrawn at end 2020	CS
17.	Amend Constitution Rule 3.5 at AGM to withdraw Medical Suspension	CS
18.	Review and update Disciplinary Procedures Policy #15 in light of Bye-Law #6	PS/CS
19.	Publish Bye-Law #7 - appointment Club & Lady Captain and election to BOM given AGM postponement	CS
20.	Publish Phase 1 Rules for use of Golf Club & Clubhouse by 20/5/20	BH

RMGC Men's Section - 2019-20													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Opening balance	22,691.43	18,078.97	17,845.02	18,817.84	21,084.49	26,707.54	26,498.54	27,160.77	26,500.07	27,577.98	27,811.98		
INCOME													
Competition fees	1,276.50	1,437.00	1,377.00	1,146.00	2,226.00	1,794.00	1,488.00	1,917.00	1,435.50	234.00			14,331.00
Running/Knockout Competition fees	31.50	-	1,371.50	1,982.00	1,307.50	345.00							5,037.50
Sponsors and Donations	-	-	-	1,750.00	3,237.00								4,987.00
Creasy Cup	-	-	-	-									-
Captain's Charity Fund	-	-	-	-									-
Other income	-	-	-	-					10.00				10.00
Total income	1,308.00	1,437.00	2,748.50	4,878.00	6,770.50	2,139.00	1,488.00	1,917.00	1,445.50	234.00	-	-	24,365.50
EXPENSES													
Competition Prizes - Vouchers	3,485.00	720.00	845.00	720.00	320.00	640.00	230.00	630.00	230.00				7,820.00
Bar Card Top Up	1,000.00	500.00	500.00	-		500.00		500.00					3,000.00
Social Occasions/Competition Lunches	-	35.00	-	1,489.50		727.80		742.50					2,994.80
Competition Prizes - Glassware etc	1,116.86	-	-	-									1,116.86
Ballsweep	272.60	415.95	333.70	401.85	627.45	480.20	472.35	705.20	131.59				3,840.89
Trophy engravings etc	-	-	35.40	-									35.40
Captain's Charity Fund	-	-	-	-									-
Advertising	-	-	-	-			23.42						23.42
Other expenditure	46.00	-	61.58	-	200.00		100.00		6.00				413.58
Total expenses	5,920.46	1,670.95	1,775.68	2,611.35	1,147.45	2,348.00	825.77	2,577.70	367.59	-	-	-	19,244.95
Balance movement	-4,612.46	-233.95	972.82	2,266.65	5,623.05	-209.00	662.23	-660.70	1,077.91	234.00	0.00	0.00	5,120.55
<i>Closing balance</i>	<i>18,078.97</i>	<i>17,845.02</i>	<i>18,817.84</i>	<i>21,084.49</i>	<i>26,707.54</i>	<i>26,498.54</i>	<i>27,160.77</i>	<i>26,500.07</i>	<i>27,577.98</i>	<i>27,811.98</i>	<i>27,811.98</i>	<i>-</i>	
PROVISIONS													
Bar Card	-475.22	-483.84	-268.36	-166.09	90.97	-240.00	6.05	-401.45	-401.45	-401.45	-401.45		
Other	0.00	0.00	0.00	0.00	0.00				0.00				
Major Competition Prizes - Vouchers	2,325.00	2,325.00	2,325.00	1,975.00	1,975.00	1,975.00	1,975.00	1,975.00	1,975.00	1,975.00	1,975.00	1,975.00	
Running Competition Prizes - Vouchers	3,855.00	3,855.00	3,855.00	3,855.00	3,855.00	3,855.00	3,855.00	3,855.00	3,855.00	3,855.00	3,855.00	3,855.00	
Major Competition Prizes - Glassware and Food	625.00	625.00	625.00	2,880.00	2,880.00	2,880.00	2,880.00	2,880.00	2,880.00	2,880.00	2,880.00	2,880.00	
Running Competition Prizes - Glassware and Food	2,325.00	2,325.00	2,325.00	2,325.00	2,325.00	2,325.00	2,325.00	2,325.00	2,325.00	2,325.00	2,325.00	2,325.00	
Captain's Initiative - Scoreboards	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	
AZM Sponsorship	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	
Captain's Charity Fund	955.00	955.00	955.00	955.00	955.00	955.00	955.00	955.00	955.00	955.00	955.00	955.00	
Total provisions	12,759.78	12,751.16	12,966.64	14,973.91	15,230.97	14,900.00	15,146.05	14,738.55	14,738.55	14,738.55	14,738.55	14,738.55	0.00
Free Cash	5,319.19	5,093.86	5,851.20	6,110.58	11,476.57	11,598.54	12,014.72	11,761.52	12,839.43	13,073.43	13,073.43	13,073.43	0.00